

**BOROUGH OF MERCHANTVILLE  
CAMDEN COUNTY, NEW JERSEY**

**CODE ENFORCEMENT**

**NUMBER**

**RESALE INSPECTION CERTIFICATE**

OWNER: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

BLOCK: \_\_\_\_\_ LOT: \_\_\_\_\_

SINGLE FAMILY: \_\_\_\_\_ MULTIFAMILY: \_\_\_\_\_ COMMERCIAL: \_\_\_\_\_

AGENT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ SETTLEMENT DATE: \_\_\_\_\_

FEE: \$50.00

**NOTE:**

1. All dwellings or other buildings fronting on any a public street shall be numbered at the expense of the owners as hereinafter described:

A. House and building numbers shall be:

1. In Arabic numerals on house and dwelling.
  2. A minimum height of three (3) inches
  3. At least thirty (30) inches above ground level and placed that trees, shrubs and other obstructions do not block the line of sight of the numbers from the street upon which the building fronts.
2. Any fence, deck, shed, above or in ground pool, etc. which may have been previously installed or constructed on the property without Zoning or Construction permits may cause a delay in issuing a Resale Inspection Certificate until the violations are corrected or abated.
3. Sidewalks shall not be raised or broken.
4. See attached inspection sheet for additional items that are inspected.

INSPECTION DATE: \_\_\_\_\_

INSPECTOR NAME: \_\_\_\_\_

INSPECTOR SIGNATURE: \_\_\_\_\_

COMMENTS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BOROUGH OF MERCHANTVILLE  
APPLICATION FOR CERTIFICATE  
OF  
SMOKE DETECTOR COMPLIANCE**

OWNER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

BLOCK: \_\_\_\_\_ LOT: \_\_\_\_\_ QUAL: \_\_\_\_\_

If this property is being sold, provide the name of the purchaser(s):

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

If this property is being rented, provide the name of the tenant(s):

\_\_\_\_\_

The application fee for certificate of smoke detector, CO detector  
and fire extinguisher is:

More than 10 business days \$35.00

Less than 10 days but more than 4 days \$70.00

4 business days or fewer \$125.00

Re-inspection required / per re-inspection \$10.00

Telephone: 856-662-2474 ext. 110      Fax: 856-665-1662

LISTING AGENT: \_\_\_\_\_

APPLICANT      NAME \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

TOWN                      STATE                      ZIP CODE

TELEPHONE #                      FAX #

SETTLEMENT DATE \_\_\_\_\_

SCHEDULED FOR INSPECTION \_\_\_\_\_

CODE ENFORCEMENT OFFICIAL \_\_\_\_\_

# Merchantville Property Maintenance Inspection

Date of Inspection: \_\_\_\_\_

Person Requesting Inspection:

Buyers:

Name \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Phone \_\_\_\_\_

Block \_\_\_\_\_ Lot \_\_\_\_\_

SECTION	CODE	APPROVED		N.A.	REMARKS
		YES	NO		
302.3	Sidewalks / Driveways				
302.4	Weeds / Debris				
302.7	Accessory Structures				
302.8	Motor Vehicles				
303.1	Swimming Pools Maintained				
303.2	Pool Enclosures				
304.1	Exterior Structures General				
304.2	Protective Treatment				
304.3	Premises Identification #				
304.7	Roofs & Drainage				
304.13	Windows				
305.1	Interior General				
306.1	Handrails / Guards				
307.1	Accumulation of Garbage				
5:70-4.19(c)	Smoke Alarms				
5:70-3, 915	CO Detectors				
5:70-3, 906.9	Fire Extinguisher				

Remarks:

Zoning Officer:

Re-inspection Date:

**Preparing for a  
Resale Inspection**

**Borough of Merchantville**  
1 West Maple Ave  
Merchantville, NJ 08109  
[codeenforcement@merchantvillenj.gov](mailto:codeenforcement@merchantvillenj.gov)

Office: 856 662-2474

Fax: 856-662-1662

The following is a list of code requirements that will be checked during a resale inspection. This list includes the most common code violations. The number after each item cites the 2006 International Property Maintenance Code, the Merchantville Borough Ordinance, and New Jersey Fire Code.

- ☐ **Sidewalks and Driveways (PM 302.3):** All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions.
- ☐ **Weeds (PM 302.4):** All premises and exterior property shall be maintained free from weeds or plant growth in excess. All noxious weeds shall be prohibited.
- ☐ **Accessory Structures (PM 302.7):** All accessory structures, included detached garages, fences and walls, shall be maintained structurally sound and in good repair.
- ☐ **Swimming Pools (PM 303.1):** Swimming pools shall be maintained in a clean and sanitary condition, and in good repair.
- ☐ **Swimming Pool Enclosures (PM 303.2):** Private swimming pools, hot tubs and spas, containing water more than 24 inches in depth shall be completely surrounded by a fence or barrier at least 48 inches in height above the finished ground level measured on the side of the barrier away from the pool. Gates and doors in such barriers shall be self-closing and self-latching.
- ☐ **Protective Treatment (PM 304.2):** All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment.
- ☐ **Premises Identification (PM 304.3):** Building shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property.
- ☐ **Handrail and Guardrails (PM 306.1):** Every exterior and interior flight of stairs having more than four risers shall have a handrail on one side of the stair and every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface which is more than 30 inches above the floor or grade below shall have guards.

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- ☐ **Accumulation of Rubbish or Garbage (PM 307.1):** All exterior property and premises, and the interior of every structure, shall be free from any accumulation of rubbish or garbage.
- ☐ **Smoke Alarms (N.J.A.C 5:70-4.19(c)):** Single or multiple-station smoke alarms shall be installed and maintained on each level of the home including basements and cellars but not including crawl spaces and uninhabitable attics. Each alarm must be a 10 year sealed lithium battery detector.
- ☐ **Carbon Monoxide Detector (N.J.A.C 5:70-3, 915):** Carbon monoxide detectors must be installed within 10 feet of sleeping areas. Detectors can be plug-in or battery operated.
- ☐ **Fire Extinguishers (N.J.A.C 5:70-3, 906.7):** 2A:10BC Fire extinguishers are required to be in an approved cabinet or installed on a hanger within 10 feet of the kitchen.